

DIGO GEORGE

MASTER OF COMMERCE (Finance)

Contact No: +91 8593940615

+91 7025809593

E- mail: dijo.george222@gmail.com



CAREER OBJECTIVE

To showcase and perform my fullest potential and capability, contributing to the growth of the organization and eventually be an asset to the organization.

WORK EXPERIENCE

Currently Working in **Akbar Online Booking Company Pvt Ltd.** Mumbai as Accounts Executive from March – 2017 to April 2018. (1 year)

- International and Domestic Airlines Billing. (B2B and B2C)
- Daily CRS Reconciliation.
- Cash Receipts and Fund Updation.
- Handling Customer Query related with Cash and Bank.
- Preparing Daily Credit Report.
- Airline Billing and Settlement Planning. (BSP)

EDUCATIONAL QUALIFICATION

Year of Passing	Course	Institution/University	Percentage
2014-2016	M.Com	De Paul Institute Of Science And Technology (M.G. University)	Completed
2014	B.Com	Jai Bharath Arts And Science College Perumbavoor, (M. G University)	59%
2011	HSC	SNDP H.S.School Aluva (Kerala state Higher secondary board)	80 %
2009	SSLC	De Paul English Medium Higher Secondary School, Angamaly, (Kerala state board)	75 %

TECHNICAL SKILLS

- Tally ERP .9 including VAT (Completed Certified Course Approved by Govt. Of Kerala)
- MS Excel
- MS PowerPoint
- iboss (Travel Package)

PROJECT WORKS

- Conducted a project on “customer satisfaction on usage of ATM cards of SBT with particular reference to Perumbavoor Locality” as a part of pursuing my bachelor degree in 2014.
- Conducted a project work on “Online shopping; a step to change in the customer buying behavior with special reference to Angamaly Municipality”

PERSONAL INFORMATION

Permanent Address : Kovattil (H), Kidangoor po, Angamaly, Ernakulam
Age : 24 years
Sex : Male
Father's Name : George k Mathew
Nationality : Indian
Marital status : Single
Date of Birth : 24/03/1993

LINGUISTIC SKILLS

English, Hindi, Malayalam

REFERENCE

Mr. SAJEEV JOSE

HR Executive, Akbar Travels of India Pvt Ltd.

PH: 022 49109202, +91 7045194587

DECLARATION

I do hereby declare that the above mentioned details are true to the best of my knowledge and belief.

Place: Angamaly

DIGO GEORGE